



**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT
INTRADEPARTMENTAL CORRESPONDENCE**

☐ REFERRED FOR ACTION
☐ ANSWER FOR MY SIGNATURE
☐ FOR FILE
☐ FOR YOUR INFORMATION
☐ FOR SIGNATURE
☐ RETURN TO ME
☐ PLEASE SEE ME
☐ PLEASE TELEPHONE ME
☐ FOR APPROVAL
☐ PLEASE ADVISE ME

BY _____ DATE _____
 BY _____ DATE _____
 BY _____ DATE _____

(225) 237-12* FAX NO. (225) 237-1390

MEMORANDUM

TO: *
 DISTRICT ENGINEER ADMINISTRATOR

 FROM: *
 PROPERTY MANAGEMENT AGENT

 DATE: December 1, 2000

 SUBJECT: Excess Right of Way
 *

Attached please find the Department's right of way maps showing the referenced property.

Variable Clause): Also attached please find plat showing property requested by *.

- 1) (For Federal Projects only), By copy of this memorandum, I am requesting the Real Estate District Manager to do an on-site inspection of this property for any environmental problems, fill out the environmental screening criteria check list, take photographs, and advise me of any conditions out of the ordinary on this property in regard to selling at public bid/private sale.

OR

- 2) (For State Projects only), By copy of this memorandum, I am requesting the Real Estate District Manager to do an on-site inspection of this property, take photographs and advise me of any conditions out of the ordinary on this property in regard to selling at public bid/private sale.

Please review this matter and advise of your recommendations in regard to disposal of any excess right of way in this area.

Please clearly mark any areas recommended for disposal on the attached maps and return to this office.

If further information is needed, please advise.

/

RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
RECOMMENDED FOR APPROVAL	DATE
APPROVED	DATE

Attachments

cc: *

Mrs. Jeanie Broders

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